

JOB DESCRIPTION
MURFREESBORO PARKS AND RECREATION DEPARTMENT
PART-TIME WEIGHT ROOM ATTENDANT

1. **JOB TITLE:** WEIGHT ROOM ATTENDANT
2. **DEFINITION:** The part-time Weight Room Attendant monitors the weight room and exercise areas and orients patrons on the various weight machines and equipment in those areas. The Weight Room Attendant is under the direction of the Fitness/Wellness Coordinator or Assistant Fitness/Wellness Coordinator or the assigned supervisor. All employees are responsible to the City Manager. This position is classified as Non-Exempt for the purposes of the Fair Labor Standards Act, as having no significant occupational exposure to bloodborne pathogens and as Non-Safety Sensitive; the employee is subject to reasonable suspicion, post-accident, return to duty and follow-up drug and alcohol testing.
3. **EQUIPMENT/JOB LOCATION:**
 - a. The employee operates weight equipment and machines while instructing patrons in their proper use. The employee also operates telephones, computers and copy machines.
 - b. The employee works indoors at a recreational facility in a smoke free environment. The employee may be exposed to loud noises.
4. **ESSENTIAL FUNCTIONS OF THE JOB:**
 - a. Instructs the public on the proper use of the weight machines and exercise equipment.
 - b. Monitors the weight room/exercise areas as required by the Fitness/Wellness Coordinator.
 - c. Enforces the rules and regulations of the facility for the safety and welfare of staff and participants.
 - d. Cleans and maintains exercise equipment.
5. **ADDITIONAL EXAMPLES OF WORK PERFORMED:**
 - a. Maintains appropriate records, inventories, reports and information.
 - b. Performs other duties and special projects as assigned.
6. **REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:**
 - a. Must be eighteen years of age.
 - b. Graduation from an accredited high school or equivalent.
 - c. Must have legal authorization to work in the United States.
 - d. Knowledge of basic weight lifting and proper weight lifting techniques.
 - e. Ability to instruct patrons in the proper techniques to operate the various weight machines and exercise equipment.

- f. Experience in weight lifting preferred.
- g. Ability to appear on time for work and notify the appropriate individual if unable to work.
- h. Ability to establish and maintain an effective working relationship with other employees and the public.
- i. Must possess good communications skills and have the ability to follow and give oral and written instructions.
- j. Ability to work a flexible schedule, with some holiday and weekend work required.
- k. Work is performed typically standing, walking, bending, stooping and lifting recreational equipment.
- l. Ability to concentrate and accomplish tasks despite interruptions.
- m. Ability to perform a variety of tasks simultaneously or in rapid succession.

Non-Exempt
Non-Safety Sensitive
7/11/03